

**Martinsville Board of Works and Safety**  
**Meeting Agenda**  
**Monday, March 23, 2026**  
**6:30 PM - City Hall, Council Chambers (Room 202)**

THE CITY OF  
**Martinsville**  
INDIANA



**Call to Order**

**Roll Call**

**Consideration of the Minutes**

- A. Consideration of the March 9, 2026, Board of Works and Safety Meeting Minutes

**Consideration of Claims**

**Consideration of Sewer Adjustment Applications**

- A.
  - 1. 260 W. Garfield Ave. -- \$25.90
  - 2. 788 S. Harriet St. -- \$465.04
  - 3. 629 S. Jefferson St. -- \$958.23
  - 4. 760 E. Harrison St. -- \$123.86
  - 5. 215 Morton Ave. -- \$5,153.71
  - 6. 5-40 South Dr. -- \$1,541.49

**New Business**

- A. Consideration of Supplemental Agreement No. 1 – United Consulting
- B. Consideration of Changing Stop Sign Configuration at Burton Lane and Jordan Road

**Next Regular Meeting**

- A. The next regular meeting will be on Monday, April 13, 2026, beginning at 6:30 PM in the Council Chambers (Room 202), City Hall, 59 S. Jefferson St., Martinsville, Indiana.

**Adjournment**

Any individuals who requires aid or service for effective communication, or a modification of policies or procedures to participate in a public meeting, program, service, or activity of the City of Martinsville, IN, contact Ben Meridia, ADA Coordinator, 56 North Main Street, Martinsville, IN, 46151, 765-342-6012, as soon as possible, but no later than 48 hours before the scheduled event.

**MARTINSVILLE BOARD OF WORKS AND SAFETY  
MARTINSVILLE INDIANA  
MORGAN COUNTY, INDIANA  
MARCH 9, 2026**

**Call to Order**

**Roll Call**

Board of Works Kelly Bray  
Mayor Kenneth Costin

A quorum was declared present.

**Consideration of the Minutes**

- A. Consideration of the Monday, February 23, 2026, Board of Works and Safety Meeting Minutes

A motion to Approve was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion. The minutes were Passed 2-0.

**Consideration of Claims**

A motion to Approve was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion. The motion was Passed 2-0.

**Consideration of Sewer Adjustment Applications**

- A. A. 629 S. Jefferson St. -- \$1,576.40
- B. 680 S. Grant St. -- \$109.22
- C. 760 E. Harrison St. -- \$404.24
- D. 360 N. Grant St. -- \$3,003.04
- E. 399 W. Morgan St. -- \$177.92

A motion to Approve was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion. The motion was 2-0.

**New Business**

- A. Consideration of Change Order No. 4 - North Levee

Troy Swann presented the change order to the board for their consideration. The change order is in the amount of \$218,243.75 and will come from the North Levee Fund.

A motion to Approve was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion. The motion was Passed 2-0.

- B. Consideration of Changes to Parking Patterns on Selected Streets

Mac Dunn presented the request to the board for their consideration. The request is to look at the parking on the following streets and to report back to the board with a proposal on how to address these areas:

East Pike - from Main Street to North 5th Street

The entirety of 5th Street

East Walnut Street- from Main Street to Home Avenue

West Harrison Street - from Main Street to Park Avenue

West Pike Street - from Main Street to Park Avenue

East Jackson Street- from Main Street to 2nd Street

East Washington Street - from 605 East Washington Street to 2nd Street

The report would be due back to the board at the first meeting in May. The fire and police departments would work on the report.

A motion to Table was made by Board of Works Kelly Bray. Kenneth Costin seconded the motion.

The motion was Passed 2-0.

### **Next Regular Meeting**

- A. The next regular meeting will be on Monday, March 23, 2026, beginning at 6:30 PM in the Council Chambers (Room 202), City Hall, 59 S. Jefferson St., Martinsville, Indiana.

### **Adjournment**

Name		Signature
Kelly Bray, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
John Lillywhite, Member	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Kenny Costin, Mayor	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
<b>ATTEST</b>		
Name	Signature	Date
Benjamin K. Merida, Clerk-Treasurer		

# SEWER ADJUSTMENT APPLICATION

Please email application and receipts to [hstagg@martinsville.in.gov](mailto:hstagg@martinsville.in.gov)  
Questions, call 765.342.2449

Account Number 13030002 Date Feb 25, 2016

Name Amanda Frederick Phone 757-275-4899

Email Address \_\_\_\_\_

Service Address 2100 W. Garfield Ave.

Month of Excessive Bill Feb/March Excessive Bill Amount \_\_\_\_\_

Did the water pass through the sewer?  Yes  No

Detailed description of leak 2 pipes burst under the house we were out of town for 4 day so not sure how long it had went on.

Repair Company Information (Please attach a copy of repair bill.)

Name Black Sheep plumbing Phone 765-346-2097

Address 3105 Hancock Ridge Rd MART IN

## UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0

Excessive Usage 90 Excessive Sewer Amount \$108.71

Average Usage 67 Average Sewer Amount \$ 82.81

Requested Adjustment Amount \$25.90

## BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

\_\_\_\_\_  
Kenneth Costin, Mayor Date \_\_\_\_\_

\_\_\_\_\_  
Kelly M. Bray, Member Date \_\_\_\_\_

\_\_\_\_\_  
John Lillywhite, Member Date \_\_\_\_\_

# SEWER ADJUSTMENT APPLICATION

Please email application and receipts to [hstaggs@martinsville.in.gov](mailto:hstaggs@martinsville.in.gov)  
Questions, call 765.342.2449

Account Number 2 07000 01 Date 3/13/2026

Name William Reel Phone 765-318-1611

Service Address 788 S. Harriet Street

Month of Excessive Bill March 2026 Excessive Bill Amount \_\_\_\_\_

Did the water pass through the sewer? \_\_\_\_\_ Yes  No

Detailed description of leak Carryover from previous month

Repair Company Information (*Please attach a copy of repair bill.*)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

## UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0

Excessive Usage 416 Excessive Sewer Amount \$475.79

Average Usage 3 Average Sewer Amount \$10.75

Requested Adjustment Amount \$465.04

## BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

\_\_\_\_\_  
Kenneth Costin, Mayor Date \_\_\_\_\_

\_\_\_\_\_  
Kelly M. Bray, Member Date \_\_\_\_\_

\_\_\_\_\_  
John Lillywhite, Member Date \_\_\_\_\_

# SEWER ADJUSTMENT APPLICATION

Please email application and receipts to [hstaggs@martinsville.in.gov](mailto:hstaggs@martinsville.in.gov)  
Questions, call 765.342.2449

Account Number 3 02200 09 Date 3/13/2026

Name Benjamin Lane Phone 765-315-7529

Service Address 629 s. Jefferson Street

Month of Excessive Bill March 2026 Excessive Bill Amount \_\_\_\_\_

Did the water pass through the sewer? \_\_\_\_\_ Yes  No

Detailed description of leak Carryover from previous month

Repair Company Information *(Please attach a copy of repair bill.)*

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

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## UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0

Excessive Usage 893 Excessive Sewer Amount \$1012.89

Average Usage 42 Average Sewer Amount \$54.66

Requested Adjustment Amount \$958.23

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## BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

\_\_\_\_\_  
Kenneth Costin, Mayor Date \_\_\_\_\_

\_\_\_\_\_  
Kelly M. Bray, Member Date \_\_\_\_\_

\_\_\_\_\_  
John Lillywhite, Member Date \_\_\_\_\_

# SEWER ADJUSTMENT APPLICATION

Please email application and receipts to [hstaggs@martinsville.in.gov](mailto:hstaggs@martinsville.in.gov)  
Questions, call 765.342.2449

Account Number 7 19100 08 Date 3/13/2026

Name Andy Xiao Phone 765-341-9277

Service Address 760 E. Harrison Street

Month of Excessive Bill March 2026 Excessive Bill Amount \_\_\_\_\_

Did the water pass through the sewer? \_\_\_\_\_ Yes \_\_\_\_\_  No

Detailed description of leak Carryover from previous month

Repair Company Information (*Please attach a copy of repair bill.*)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

## UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0

Excessive Usage 112 Excessive Sewer Amount \$133.48

Average Usage 2 Average Sewer Amount \$9.62

Requested Adjustment Amount \$123.86

## BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

\_\_\_\_\_  
Kenneth Costin, Mayor Date \_\_\_\_\_

\_\_\_\_\_  
Kelly M. Bray, Member Date \_\_\_\_\_

\_\_\_\_\_  
John Lillywhite, Member Date \_\_\_\_\_

# SEWER ADJUSTMENT APPLICATION

Please email application and receipts to [hstaggs@martinsville.in.gov](mailto:hstaggs@martinsville.in.gov)

Questions, call 765.342.2449

Account Number 120186000 Date 3/6/24  
Name Artesian Dials Phone 317-710-2602  
Email Address Brandon Moncel - mgr.

Service Address 215 Morton Ave. Martinsville, In  
Month of Excessive Bill \_\_\_\_\_ Excessive Bill Amount 7,269.93

Did the water pass through the sewer? \_\_\_\_\_ Yes  No   
Detailed description of leak Copper water line from meter pit failed, leaking water into the foundation of the building. Parking lot cut and removed to run new line from meter pit whip into the building.

Repair Company Information (Please attach a copy of repair bill.)  
Name M and C Construction Phone 317) 710-2602  
Address 6515 New Harmony rd. Martinsville, In 46151

## UTILITY DEPARTMENT USE ONLY

Number of claims filed in previous 12 months. 0  
Excessive Usage <sup>1/20</sup> 304 <sup>2/20</sup> 4391 Excessive Sewer Amount <sup>1/20</sup> \$ 349.67 <sup>2/20</sup> \$ 4957.64  
Average Usage 59 Average Sewer Amount \$ 73.80

Requested Adjustment Amount \$ 5153.71

## BOARD OF PUBLIC WORKS AND SAFETY USE ONLY

We, the Board of Public Works and Safety, approve this sewer adjustment request.

\_\_\_\_\_  
Kenneth Costin, Mayor Date \_\_\_\_\_

\_\_\_\_\_  
Kelly M. Bray, Member Date \_\_\_\_\_

\_\_\_\_\_  
John Lillywhite, Member Date \_\_\_\_\_



### Online Form Submittal: Sewer Adjustment Application

From noreply@civicplus.com <noreply@civicplus.com>

Date Wed 3/11/2026 11:29 AM

To Katelynn Brummett <kbrummett@Martinsville.in.gov>; Jamie Kenworthy <jkenworthy@Martinsville.in.gov>; Heather Staggs <hstaggs@Martinsville.in.gov>

### Sewer Adjustment Application

Account Number	131270000
Date	3/11/2026
Name	Matt Van Winkle <i>Pinnacle Treatment Center</i>
Phone Number	8123449955
Email Address	matthew.vanwinkle@pinnacletreatment.com
Service Address	504 Grand Valley Blvd <i>5-40 South Drive</i>
City	Martinsville
State	Indiana
Zip Code	46151
Month of Excessive Bill	February
Excessive Bill Amount	\$3,398
Did the water pass through the sewer?	No
Detailed description of leak	Apt 14-17 main line leaking under apt !5. Flooded crawlspace. Water utility employee Charles Shipley had the water office call me about high usage and potential for leak. ( Thank you Charles!) I shut off water, pumped out crawlspace, made repair to main line. Re piped sections to improve existing main line.

#### Repair Company Information

Name	Matt Van Winkle
Phone	8123449955
Address	504 Grand Valley Blvd
City	Martinsville

State Indiana

Zip Code 46151

Please attach copy of repair bill [Rural King.jpg](#)

**UTILITY DEPARTMENT USE ONLY**

Number of claims filed in previous 12 months 0

Excessive Usage 2125 Excessive Sewer Amount \$2400.12

Average Usage 756 Average Sewer Amount \$858.63

Requested Adjustment Amount \$1541.49

**BOARD OF PUBLIC WORKS AND SAFETY USE ONLY**

We, the Board of Public Works and Safety, approve this sewer adjustment request.

\_\_\_\_\_  
Kenneth Costin, Mayor Date \_\_\_\_\_

\_\_\_\_\_  
Kelly M. Bray, Member Date \_\_\_\_\_

\_\_\_\_\_  
John Lillywhite, Member Date \_\_\_\_\_

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- Caution: This is an External Email -

## SUPPLEMENTAL AGREEMENT NO. 1

This SUPPLEMENTAL AGREEMENT (“Agreement”) is made, by and between **CITY OF MARTINSVILLE**, (“CLIENT”) and **UNITED CONSULTING**, an Indiana corporation (“UNITED CONSULTING”).

### WITNESSETH



WHEREAS, UNITED CONSULTING did, on **FEBRUARY 10, 2025** enter into a Professional Services Agreement with the CLIENT for Services and Documents in relation to **SR 44 WATER & SEWER EXTENSION** (“Project”).

This supplement is required to revise the following services included in the original scope of work: **DESIGN PHASE SERVICES**.

WHEREAS, in order to provide for completion of the work it is necessary to amend and supplement the Professional Services Agreement.

NOW, THEREFORE, it is agreed by and between the parties as follows:

#### ***Section I. – Appendix “A” is amended to read as follows:***

1. The scope of work described in Section A.1 is expanded to include design services and plan development necessary for permitting, bidding, and construction of an approximately 1,000-foot water main and gravity sanitary sewer extension from the southeast corner of the Faith Missionary Church property, extending north along the proposed access drive corridor to SR 44. The sanitary sewer extension will connect to the future Sun Energy Properties sewer network and associated lift station. The water main extension will connect to the proposed 12-inch water main included in the current design. A revised Exhibit A is included.
2. The field topographical survey referenced in Section A.1.B will not be supplemented. Available LiDAR survey information will be utilized to supplement the existing topographical survey necessary for plan production.

3. The permits identified in Sections A.1.L through A.1.N have been secured and will be modified, as necessary, to address the revised project scope.

***Section II. – Appendix "B" is amended to read as follows:***

1. Add the following after Section B.9:
  10. Coordinate with the developer, as necessary, to secure the required easement grant and approval to connect to the developer’s gravity sewer system.

***Section III. – Appendix "C" is amended to read as follows:***

1. Add the following after Section C.5:
  6. Preliminary design completion of the extension within 30 calendar days after execution of this Supplement and confirmation of the corridor by the developer.
  7. Permit modifications submitted within 20 calendar days after CLIENT approval of preliminary design.
  8. Final design completion within 30 calendar days after CLIENT approval of preliminary design.

***Section IV. – Appendix "D" is amended to read as follows:***

1. The total fee not to exceed in Section D.1.A. shall be changed from \$223,550.00 to \$262,750.00 representing an increase of \$39,200.00.
2. UNITED CONSULTING shall be paid lump sum fees for engineering services performed under this Agreement as follows. This supplement modifies only a portion of the DESIGN PHASE as noted below. All other phase fees remain unchanged.

Description	Original Contract	Supplement No.1	Revised Fee
Design, Permitting, Management	\$92,500.00	\$39,200.00	\$131,700.00

***Section V. – Except as herein modified, changed and supplemented, all terms of the original Professional Services Agreement dated FEBRUARY 10, 2025 shall continue in full force and effect.***

[Signature page follows]

***IN WITNESS WHEREOF, the parties hereto have executed this Agreement***



**UNITED CONSULTING**

**CLIENT**

***City of Martinsville***

BY: Michael Rowe  
Michael A. Rowe, PE, President

BY: \_\_\_\_\_  
Kenny Costin, Mayor

BY: Paul D. Glotzbach  
Paul D. Glotzbach, PE, Vice President

BY: \_\_\_\_\_  
Kelly Bray, Member

DATE: 3/13/2026

BY: \_\_\_\_\_  
John Lillywhite, Member

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Ben Merida, Clerk-Treasurer



